

**Arlington Contributory Retirement Board  
Agenda for February 25, 2021  
@4:30 PM  
Conducted by remote participation.**

Call to order Regular Monthly Meeting

Motion and vote to approve Expense Warrants # 3 and 4 2021 and February 2021 Payroll Warrant

Motion and vote to approve Minutes for January 27, 2020

Motion and Vote 2020 December Pre-Trial Balance

**Motion to approve new town members.**

<b><u>Name</u></b>	<b><u>Date of Membership</u></b>	<b><u>Percentage</u></b>	<b><u>Position</u></b>
Diana DeStefano	02/01/2021	9+2%	HHS Office Manager
Christopher Donisi	02/01/2021	9+2%	Facilities HVAC II
Paul Hight	02/08/2021	9+2%	Meter Equ. Operator
Daniel Roy	02/01/2021	9+2%	DPW MEO II

**Motion to approve new school members.**

<b><u>Name</u></b>	<b><u>Date of Membership</u></b>	<b><u>Percentage</u></b>	<b><u>Position</u></b>
Ann Conlon	01/14/2021	9+2%	Teacher Assistant
Alexander Genova	02/01/2021	9+2%	Teacher Assistant
Maya J. Kiker	02/01/2021	9+2%	Teacher Assistant
Alfredo Liendo	01/19/2021	9+2%	Teacher Assistant
Meredith Waters	11/16/2020	9+2%	Teacher Assistant

**Motion to approve the retirement application for Cindy Fields, Eileen Messina, Barbara Slade, John Rousakis, Charles Norton, and Dennis McCabe.**

<b><u>Name</u></b>	<b><u>Creditable Service</u></b>	<b><u>Department/ Position</u></b>	<b><u>Retirement Option</u></b>	<b><u>Date</u></b>
Cynthia Fields	34 Years 5 Months	Comptrollers/ Asst Comptroller	B	2/18/2021
Eileen Messina	25 Years 8 Months	Facilities/ Facilities Admin	B	2/20/2021
Barbara Slade	36 Years 4 Months	School/ Library Assistant	B	3/6/2021
John Rousakis	32 Years 10 Months	Public Works/ Watchman	A	3/17/2021
Charles Norton	17 Years 1 Months	IT/Manager of Software Development	C	5/01/2021

Dennis McCabe	33 Years 5 Months	Farcicalities/ Custodian	C	5/11/2021
---------------	----------------------	-----------------------------	---	-----------

**Acknowledgement of retirees and survivors who have passed since the last Board Meeting. John J. Toomey and Richard O'Brien**

Deceased	Date of Death	Department/ Position	Retirement Date	Status
John J. Toomey	02/14/2021	Public Works/ Foreman	03/21/1981	Retiree
Richard O'Brien	02/20/2021	Fire/ Firefighter	02/07/1998	Retiree

**Motion and Vote on Refunds of Accumulated Deductions**

Motion and vote of a refund of accumulated deductions for Ms. Alicia Dwyer in the amount of \$2,640.96. Ms. Dwyer had 1 years and 8 months of creditable service working for the School Department as a Teacher's Assistant

Motion and vote of a refund of accumulated deductions for Ms. Eileen Jimenez in the amount of \$18,347.50. Ms. Jimenez had 3 years and 7 months of creditable service working for the School Department as a Teacher's Assistant

Motion and vote of a refund of accumulated deductions for Mr. Younes Smid in the amount of \$1,233.32. Mr. Smid had 7 months of creditable service working for the School Department as a Teacher's Assistant

Motion and vote of a refund of accumulated deductions for Ms. Donna Stone in the amount of \$6,506.05. Ms. Stone had 3 years and 7 months of creditable service working for the School Department in Food Services

**Motion and Vote on Rollover of Accumulated Deductions**

Motion and vote of a rollover of accumulated deductions for Ms. Vivien Tang in the amount of \$7,818.52. Ms. Tang had 3 years and 9 months of creditable service working for the School Department as a Teacher's Assistant

**New Business**

COLA Vote

Zoom employees.

Storage space

**Adjourn**



OFFICE OF THE GOVERNOR  
**COMMONWEALTH OF MASSACHUSETTS**  
STATE HOUSE • BOSTON, MA 02133  
(617) 725-4000

**CHARLES D. BAKER**  
GOVERNOR

**KARYN E. POLITO**  
LIEUTENANT GOVERNOR

**ORDER SUSPENDING CERTAIN PROVISIONS  
OF THE OPEN MEETING LAW, G. L. c. 30A, § 20**

**WHEREAS**, on March 10, 2020, I, Charles D. Baker, Governor of the Commonwealth of Massachusetts, acting pursuant to the powers provided by Chapter 639 of the Acts of 1950 and Section 2A of Chapter 17 of the General Laws, declared that there now exists in the Commonwealth of Massachusetts a state of emergency due to the outbreak of the 2019 novel Coronavirus ("COVID-19"); and

**WHEREAS**, many important functions of State and Local Government are executed by "public bodies," as that term is defined in G. L. c. 30A, § 18, in meetings that are open to the public, consistent with the requirements of law and sound public policy and in order to ensure active public engagement with, contribution to, and oversight of the functions of government; and

**WHEREAS**, both the Federal Centers for Disease Control and Prevention ("CDC") and the Massachusetts Department of Public Health ("DPH") have advised residents to take extra measures to put distance between themselves and other people to further reduce the risk of being exposed to COVID-19. Additionally, the CDC and DPH have advised high-risk individuals, including people over the age of 60, anyone with underlying health conditions or a weakened immune system, and pregnant women, to avoid large gatherings.

**WHEREAS**, sections 7, 8, and 8A of Chapter 639 of the Acts of 1950 authorize the Governor, during the effective period of a declared emergency, to exercise authority over public assemblages as necessary to protect the health and safety of persons; and

**WHEREAS**, low-cost telephone, social media, and other internet-based technologies are currently available that will permit the convening of a public body through virtual means and allow real-time public access to the activities of the public body; and

**WHEREAS** section 20 of chapter 30A and implementing regulations issued by the Attorney General currently authorize remote participation by members of a public body, subject to certain limitations;

**NOW THEREFORE**, I hereby order the following:

(1) A public body, as defined in section 18 of chapter 30A of the General Laws, is hereby relieved from the requirement of section 20 of chapter 30A that it conduct its meetings in a public place that is open and physically accessible to the public, provided that the public body makes provision to ensure public access to the deliberations of the public body for interested members of the public through adequate, alternative means.

Adequate, alternative means of public access shall mean measures that provide transparency and permit timely and effective public access to the deliberations of the public body. Such means may include, without limitation, providing public access through telephone, internet, or satellite enabled audio or video conferencing or any other technology that enables the public to clearly follow the proceedings of the public body while those activities are occurring. Where allowance for active, real-time participation by members of the public is a specific requirement of a general or special law or regulation, or a local ordinance or by-law, pursuant to which the proceeding is conducted, any alternative means of public access must provide for such participation.

A municipal public body that for reasons of economic hardship and despite best efforts is unable to provide alternative means of public access that will enable the public to follow the proceedings of the municipal public body as those activities are occurring in real time may instead post on its municipal website a full and complete transcript, recording, or other comprehensive record of the proceedings as soon as practicable upon conclusion of the proceedings. This paragraph shall not apply to proceedings that are conducted pursuant to a general or special law or regulation, or a local ordinance or by-law, that requires allowance for active participation by members of the public.

A public body must offer its selected alternative means of access to its proceedings without subscription, toll, or similar charge to the public.

(2) Public bodies are hereby authorized to allow remote participation by all members in any meeting of the public body. The requirement that a quorum of the body and the chair be physically present at a specified meeting location, as provided in G. L. c. 30A, § 20(d) and in 940 CMR 29.10(4)(b), is hereby suspended.

(3) A public body that elects to conduct its proceedings under the relief provided in sections (1) or (2) above shall ensure that any party entitled or required to appear before it shall be able to do so through remote means, as if the party were a member of the public body and participating remotely as provided in section (2).

(4) All other provisions of sections 18 to 25 of chapter 30A and the Attorney General's implementing regulations shall otherwise remain unchanged and fully applicable to the activities of public bodies.

This Order is effective immediately and shall remain in effect until rescinded or until the State of Emergency is terminated, whichever happens first.

Given in Boston at 6:40 PM this 12th day of  
March, two thousand and twenty.

A handwritten signature in dark ink, appearing to read "Charles D. Baker". The signature is written in a cursive, flowing style. The first name "Charles" is written with a large, prominent "C". The last name "Baker" is written with a large, prominent "B". The signature is written above a horizontal line.

CHARLES D. BAKER  
GOVERNOR  
Commonwealth of Massachusetts

PayCalc Type	Trans Number	Trns Date	Payee Name/SSN Last 4	Mbr SSN/4	Mbr EE #	Pay Type Unit	Annuity	Pension	Pre 81 COLA	Post 81 COLA	97 COLA	Dep Allow	Add Annuity	Veteran Allow	Chapter 389	Gross Amount	Net Amount	Void
Records Reported On: 606																		
Total Annuity:			262,341.51			0.00												
Total Pension:			1,375,502.83			19,923.21												
						1,367.84												
ACU - Art Credit Un (ACU):																		
APF-Always Family (APF):			99,400.00															
APF-Always Prime11-Family (APFP):			536.80															
API-ALWAYS IND (API):			447.36															
BMI - Vol-Life-May 2015 (BMI):			309.48															
DHF - Dental High Family (DHF):			303.70															
DHI - Dental High Ind (DHI):			6,777.87															
DLF - Dental Low Family (DLF):			4,300.80															
DLI - Dental Low Ind (DLI):			312.08															
FDI - Fallon Direct Ind (FDI):			398.79															
FSF - Fallon Select-Family (FSF):			185.52															
FSI - Fallon Select-Ind (FSI):			304.92															
GIC - Gr Insur Comm (GIC):			125.40															
HCF - Harv Choice-Fam (HCF):			3,149.31															
HCI - Harv Choice-Ind (HCI):			2,036.16															
HIF - Harvd Indep-Fam (HIF):			698.60															
HII - Harvd Indep-Ind (HII):			2,239.00															
HME - Harvd Medi Enhanced (HME):			1,834.00															
HMS - Harvd Medi Enh-Surv (HMS):			17,271.00															
LIF - Basic Life (LIF):			5,050.50															
OME - Unicare Medt Ext OME (OME):			1,489.95															
OMS - Unicare Med Ext-Surv (OMS):			17,892.84															
QPO - M. Powers Midor-Child (QPO):			3,798.67															
QRO-Child Support-Shane Roman (QRO):			1,360.67															
QSE - Child Support-John Senes (QSE):			1,083.33															
SII - Surv-Harvd Independ (SII):			281.67															
SNI - Surv-Tufts Navigator (SNI):			458.59															
TCS - Surv-Tufts Navigator (SNI):			1,198.56															
TMC - Tufts Tufts Complement (TCS):			1,151.64															
TMP - Tufts Medi Comp. (TMC):			5,949.52															
TNF - Tufts Medi Preferred (TMP):			1,414.04															
TNI - Tufts Navigator-Fam (TNF):			6,244.48															
TNI21-Tufts Navigator-Ind (TNI):			2,077.40															
TNI21-Tufts Navigator-Ind 2011 (TNI21):			399.52															
TPS - Surv-Tufts Preferred (TPS):			182.56															
TSF - Tufts Spirit-Fam (TSF):			1,096.00															
TSI - Tufts Spirit-Ind (TSI):			182.00															
UCF - Unicare Choice-Fam (UCF):			273.60															
UCF2-Unicare 12/11 Choice Fam (UCF2):			342.00															
UCI - Unicare Choice-Ind (UCI):			110.48															
UCI2-Unicare 12/11 Choice Ind (UCI2):			276.24															
UPF - Unicare Plus-Fam (UPF):			1,033.44															
UPI - Unicare Plus-Ind (UPI):			723.60															
USF - Unicare Comp-Fam (USF):			2,582.56															
USI - Unicare Comp-Ind (USI):			1,745.52															
*** Deduction Total:			199,010.15															

# Cash Disbursements Warrant

Warrant Number 04-2021

Transaction ID Date	Payment Type	Transaction Number	Vendor ID	Vendor/Description	Amount
6604 02/26/2021	Check	1235	201	Brookline Retirement Board 38c Reimb to-Brookline	3,397.99
6605 02/26/2021	Check	1236	188	Lowell Retirement Board 38c Reimb to Lowell	414.74
6606 02/26/2021	Check	1237	60	Lynn Retirement Board 38c Reimb to Lynn	5,989.38
6607 02/26/2021	Check	1238	220	Middlesex County Ret System 38c Reimb to Middlesex Ret	23,044.69
6608 02/26/2021	Check	1239	82	Minuteman Retirement Board 38c Reimb to Minuteman	11,845.37
6609 02/26/2021	Check	1240	88	Newton Retirement Board 38c Reimb to Newton	3,149.82
6610 02/26/2021	Check	1241	428	Reading Retirement Board 38c Reimb to Reading	3,832.73
6611 02/26/2021	Check	1242	193	Somerville Retirement Board 38c Reimb to Somerville	2,378.52
6612 02/26/2021	Check	1243	203	Wellesley Retirement Board 38c Reimb to Wellesley	1,158.95
6613 02/26/2021	Check	1244	219	Winthrop Retirement Board 38c Reimb to Winthrop	1,613.52

Records Reported On: 10  
Total Amount: 56,825.71

The undersigned, on oath, swear that the information contained in this warrant is true and accurate to the best of their knowledge.

Ida Cody

\_\_\_\_\_

Kenneth Hughes - Chairperson

\_\_\_\_\_

Robert Jefferson

\_\_\_\_\_

Richard Keshian

\_\_\_\_\_

Alfred Fantini

\_\_\_\_\_

# Cash Disbursements Warrant

Warrant Number 03-2021

02/18/2021 09:18:48

Page: 1

User: MariaFreitas

Transaction ID	Date	Payment Type	Transaction Number	Vendor ID	Vendor/Description	Amount
6589	02/26/2021	Wire Transfer		214	Federal Tax WH FedTaxW/HRefund:Dwyer,Stone,Samid,Jimenez	5,684.06
6590	02/26/2021	Check	1221	649	Alicia Dwyer Refund Alicia Dwyer	2,112.77
6591	02/26/2021	Check	1222	651	Donna Stone Refund Donna Stone	4,958.82
6592	02/26/2021	Check	1223	651	Donna Stone Refund non-taxable-Donna Stone	307.52
6593	02/26/2021	Check	1224	650	Younes Samid Refund Younes Samid	986.66
6594	02/26/2021	Check	1225	652	Fidelity Investments fbo Vivien Tang Rollover Fidelity-Vivien Tang	7,818.52
6595	02/26/2021	Check	1226	648	Eileen Jimenez Refund Eileen Jimenez	14,678.00
6596	02/26/2021	Check	1227	655	Middlesex County Ret fbo Shawna F. Grossman Transfer OUT-Middlesex Ret fbo Shaena Grossman	5,901.41
6597	02/26/2021	Check	1228	654	Middlesex County Ret fbo Julie Geanakakis Transfer OUT-Middlesex Ret fbo Julie Geanakakis	33,391.27
6598	02/26/2021	Check	1229	653	MTRS fbo Cheryl Wong Transfer OUT-MTRS fbo Cheryl Wong	5,794.18
6599	02/26/2021	Check	1230	656	Cambridge Ret fbo Ellen F. Contini Transfer OUT-Cambridge Ret fbo Ellen Contini	3,631.60
6600	02/26/2021	Check	1231	301	Wells Fargo Bank Copier fee- Wells Fargo	315.00
6601	02/26/2021	Check	1232	306	Arlington Redevelopment Board Rent-ARB	1,561.00
6602	02/26/2021	Check	1233	619	People's United Bank December fee-People's	1,400.60
6603	02/26/2021	Check	1234	321	Shred-It USA PU 1/7-Shred It	74.77



## Cash Disbursements Warrant

Warrant Number 03-2021

02/18/2021 09:18:48

Page: 2

User: MariaFreitas

Transaction ID Date	Payment Type	Transaction Number	Vendor ID	Vendor/Description	Amount
------------------------	-----------------	-----------------------	--------------	--------------------	--------

Records Reported On: 15  
Total Amount: 88,616.18

The undersigned, on oath, swear that the information contained in this warrant is true and accurate to the best of their knowledge.

Ida Cody \_\_\_\_\_

Kenneth Hughes - Chairperson \_\_\_\_\_

Robert Jefferson \_\_\_\_\_

Richard Keshian \_\_\_\_\_

Alfred Fantini \_\_\_\_\_

## Cash Disbursements Warrant

Warrant Number 02-2021

02/09/2021 01:52:47

Page: 1

User: MariaFreitas

Transaction ID	Transaction Date	Payment Type	Transaction Number	Vendor ID	Vendor/Description	Amount
6586	02/12/2021	Check	1220	591	Sharecare Health Data Serv LLC Medical Req-Lahey-Ryan-Sharecare	346.91

Records Reported On: 1  
Total Amount: 346.91

The undersigned, on oath, swear that the information contained in this warrant is true and accurate to the best of their knowledge.

Ida Cody \_\_\_\_\_

Kenneth Hughes - Chairperson \_\_\_\_\_

Robert Jefferson \_\_\_\_\_

Richard Keshian \_\_\_\_\_

Ken Steele \_\_\_\_\_

**Arlington Contributory Retirement Board  
Meeting Minutes for January 27, 2021  
Conducted by remote participation.**

**Board Members present:** Chairperson Kenneth Hughes, Richard Keshian, Kenneth Steele, Ida Cody, and Robert Jefferson

**Guest:** Phyllis Marshal, Town Treasurer, Sabina Panthi and Aneish Arora from Meketa Investments

**Chairperson Kenneth Hughes called the regular meeting to order at 4:30 and read the required introduction per the Governors Order for remote participation.**

**Meketa Investments regarding OPEB.**

Mr. Arora told the Board that the 2020 Rate of Return was 13.3% net of fees. Mr. Arora also informed the Board that the 7 Asset class where all within their policy ranges and no rebalancing would be recommended at this time. Mr. Arora also informed the Board that in May 2020 the return number was -5.8% and that value of assets was 15 Million and on December 31, 2020 the value of assets was 19.7 million dollars, or a 4.7 million dollar turn around. Ms. Panthi told the Board the indexes had all hit the benchmarks in 2020. Mr. Steele asked if 30% of the portfolio being in Emerging Markets was the best place for the assets. Ms. Panthi addressed the concerns by stating that in the long-term approach to reach the 7.5% assumed rate of return Meketa feels that percentage is necessary and appropriate. Chairman Hughes asked Mr. Arora and Ms. Panthi that in the past as the asset grew to 20 million that Meketa had stated that other assets classes could be looked at such as Private Equity to help with the returns. Mr. Arora said they would present a report at the June 2021 Meeting to show the Board some options for when the assets reach over 20 million. The Chairman told Mr. Arora and Ms. Panthi the Board would appreciate that and the Board will be in contact with them once the June Meeting was set and the July 2021 Appropriation was voted by Town Meeting.

**Motion and Vote on Fifth Member**

Mr. Steele not being able to vote formally recused himself from the vote. Chairman Hughes reminded the Board that there had been three candidates interviewed for the 5<sup>th</sup> Member position and Mr. Moffatt contacted Mr. Greco and withdrew from consideration. Chairman Hughes asked for nomination of the two remaining candidates Mr. Fantini and Mr. Lowry. Mr. Jefferson nominated Mr. Fantini, seconded by Mr. Keshian. Ms. Cody nominated Mr. Lowry, seconded by Mr. Keshian. Chairman Hughes then called for a vote Mr. Lowry received one vote from Ms. Cody. Mr. Fantini received three votes from Mr. Jefferson, Mr. Keshian and Mr. Hughes. Chairman Hughes declared Mr. Fantini the new 5<sup>th</sup> Member of the Arlington Retirement Board with his term being February 1, 2021 to January 31, 2024.

Chairman Hughes stated that where this was Mr. Steele's last meeting he would step down for this meeting as Chairman and allow Mr. Steele to be acting Chairman.

**Motion and vote to approve Expense Warrants # 1 and January 2021 Payroll Warrant**

After review and discussion, Ms. Cody made a motion to approve the Expense Warrants # 1 and the January 2021 Payroll Warrant for payment, seconded by Mr. Jefferson. The motion was approved by unanimous roll call vote Mr. Jefferson I, Mr. Keshian I, Mr. Hughes I, Ms. Cody, and Chairman Steele I.

**Motion and vote to approve Minutes for December 16, 2020**

After review and discussion, Mr. Jefferson made a motion to approve the December 16, 2020 Minutes, seconded by Mr. Keshian. The motion was approved by unanimous roll call vote Mr. Jefferson I, Mr. Keshian I, Mr. Hughes I, Ms. Cody, and Chairman Steele I.

**Motion and Vote November 2020 Trial Balance**

After review and discussion, Ms. Cody made a motion to approve the November 2020 Trial Balances, seconded by Mr. Keshian. The motion was approved by unanimous roll call vote Mr. Jefferson I, Mr. Keshian I, Mr. Hughes I, Ms. Cody, and Chairman Steele I.

**Motion to approve new town members.**

After review and discussion Mr. Jefferson made a motion to approve new town members, seconded by Ms. Cody. The motion was approved by unanimous roll call vote Mr. Jefferson I, Mr. Keshian I, Mr. Hughes I, Ms. Cody I, and Chairman Steele I.

**New Town Employees**

<b><u>Name</u></b>	<b><u>Date of Membership</u></b>	<b><u>Percentage</u></b>	<b><u>Position</u></b>
Eugene Cody	12/15/2020	9+2%	DPW MEO II
Mathew Lubao	12/14/2020	9+2%	DPW MEO II
Balthazar Francois	01/04/2021	9+2%	DPW MEO II
William Smith	12/28/2020	9+2%	DPW MEO II
Gregory Walter	01/04/2021	9+2%	Facilities Director

**Motion to approve new school members.**

After review and discussion Mr. Jefferson made a motion to approve new school members, seconded by Mr. Keshian. The motion was approved by unanimous roll call vote Mr. Jefferson I, Mr. Keshian I, Mr. Hughes I, Ms. Cody I and Chairman Steele I.

**New School Employees**

<b>Name</b>	<b>Date of Membership</b>	<b>Percentage</b>	<b>Position</b>
Vanessa Brown	12/07/2021	9+2%	Teacher Assistant
Mark Buntrock	01/04/2021	9+2%	Teacher Assistant
Laila Cervantes	01/05/2021	9+2%	Teacher Assistant
Alexandria Clifton	01/04/2021	9+2%	Teacher Assistant
Mary Deffley	12/07/2021	9+2%	Teacher Assistant
Mackenzie Duffy	01/04/2021	9+2%	Teacher Assistant
Lily Hamblin	01/04/2021	9+2%	Teacher Assistant
Unbereen Kahn	01/04/2021	9+2%	Teacher Assistant
John Lampley	12/21/2020	9+2%	Teacher Assistant
Jasmine Lesaint	01/25/2021	9+2%	Teacher Assistant
Victoria Schultes	01/04/2021	9+2%	Teacher Assistant
Meredith Wright	01/04/2021	9+2%	Teacher Assistant

**Motion to approve the retirement application for David Good, Mary Ann DeFrancisco and Debra Strelis**

After review and discussion Ms. Cody made a motion to approve Mr. Good, Ms. DeFrancisco, and Mrs. Strelis retirement applications, seconded by Mr. Keshian. The motion was approved by unanimous roll call vote Mr. Jefferson I, Mr. Keshian I, Ms. Cody I, Mr. Hughes, and Chairman Steele I.

<b>Name</b>	<b>Creditable Service</b>	<b>Department/ Position</b>	<b>Retirement Option</b>	<b>Date</b>
David Good	12 Years 2 Months	School/ IT Director	C	1-30-2021
Mary Ann Defrancisco	32 years 0 Months	School/Traffic Supervisor	A	2-27-2021
Debra Strelis	23 Years 5 Months	School/ Cafeteria	B	5-8-2021

**Acknowledgement of retirees and survivors who have passed since the last Board Meeting Jean Venti, Bernard Snyder, Salvatore Aprille and Leo Grace**

The Chairman asked for a moment of silence for Ms. Venti, Mr. Snyder, and Mr. Aprille and Mr. Grace.

<b>Deceased</b>	<b>Date of Death</b>	<b>Department/ Position</b>	<b>Retirement Date</b>	<b>Status</b>
Jean Venti	12/24/2020	DPW	2/24/1977	Survivor of Settimino
Bernard Snyder	12/26/2020	Facilities Custodian	12/1/2005	Retiree
Salvatore Aprille	12/28/2020	Fire/ Firefighter	7/5/1993	Retiree
Leo Grace	1/3/2021	Police/Fire Dispatcher	11/4/2010	Retiree

## **New Business**

### **Meeting dates for February, March, and April 2021**

The Board agreed with Mr. Steele leaving the Board that the Board would move to the Meeting back to the last Thursday of the month unless of a conflict to 4:30.

The Board agreed on Thursday February 25, 2021 at 4:30 PM, Thursday March 25, 2021 at 4:30 PM and April 29, 2021 at 4:30 PM

Chairman Hughes then acknowledged that this was Mr. Steele's last meeting after being the first and only 5<sup>th</sup> Member the Board has had. And for his 23 plus years of service.

Mr. Steele then stepped down as Chairman and Mr. Hughes was Chairman again.

### **Adjourn**

Mr. Steele made motion to adjourn the meeting at 5:30 PM, seconded by Mr. Keshian. The motion was approved by unanimous vote.